

## Employment Opportunity

### Construction Manager

**\$ 90,335 to \$ 133,467 per year plus benefits**

**Application Process:** Applications will be accepted until the position is filled. Applications may be mailed or delivered in person. Call 909-884-8276 for application and requirements or visit our web site at <http://www.sanbag.ca.gov>

Complete the SANBAG application form. Provide a one-page written summary of your experience in the workplace and/or education relative to this position, describing work performed and the frequency. The information provided will be used to verify and evaluate the applicant's qualifications. Failure to complete the application and clearly demonstrate fulfillment of the minimum requirements will result in disqualification of the applicant. Resumes in lieu of an application and/or faxed applications will not be accepted. The successful applicant will be required to take a pre-employment drug test.

**The Job:** The Construction Manager is responsible for general management of all SANBAG freeway and railroad grade separation construction projects, with support from consultant program/project management staff. The position manages the construction activities of SANBAG's program/project management consultant staff and construction management services consultants; ensures the highest quality construction product is delivered on time and within scope and budget; and assists the Director of Freeway Construction in planning, organizing, and directing all of the SANBAG construction field work. Services will be performed under the direction of the Director of Freeway Construction.

Essential functions of this position are to:

- Manage multiple freeway and railway grade separation projects using a variety of construction, construction management, materials testing, and surveying contractors.
- Direct and advise consultant construction management staff including resident engineers, inspectors and other members of construction management services teams on all activities including but not limited to construction contract change orders, claims resolution, and interaction with various technical disciplines associated with SANBAG construction projects.
- Promote safety on job sites for the motoring public; contractor employees, including construction management services and construction contractors; and SANBAG staff.
- Monitor work for compliance with schedule, budget, technical, safety, and legal requirements.
- Ensure that quality is incorporated into the delivery of all SANBAG construction projects.
- Review contract documents.
- Assist with bid forms, pre-bid conferences, and proposal evaluations and recommendations, and negotiations with consultants and contractors.
- Expeditiously resolve design and field construction problems.
- Review contractors' request for change and, if appropriate, negotiate change order.
- Monitor claims and suggest ways to minimize.
- Promote the constructive use of lessons learned from completed projects and participate in value analysis studies for future projects.
- Provide guidance to construction management services teams and construction contractors in the area of environmental compliance.
- Work cooperatively with various construction project stakeholders in a complex and diverse urban environment, including the Federal Highway Administration, Caltrans, and local jurisdictions.
- Represent SANBAG at various local, regional, state and public meetings relative to project delivery.
- Work with project stakeholders to resolve highly technical and politically sensitive issues presenting interagency and public relations challenges.

**Travel:** Travel throughout the County is required. Occasional travel throughout the Southern California region may be required. At the time of hire, a valid California driver's license and proof of automobile liability insurance must be provided.

**Essential Knowledge and Abilities:** Knowledge of:

- Theories, principles and practices of engineering and construction of highway facilities.
- Highway construction methods, procedures, and practices.

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- Applicable local, state, and federal requirements and standards.
- FHWA and Caltrans policies and procedures.
- Transportation funding programs and requirements.
- Factors which influence the impact of transportation facilities on the environment, the community and the economy.
- Business practices of consultant construction management services firms, including construction management, materials testing, and staking and surveying.
- Business computer use applications, related to contract scheduling and financial record keeping and contract administration of major public works construction projects.

Ability to:

- Monitor multiple major contracts, keeping them on schedule, and within budget
- Analyze situations, identify problems, recommend solutions, and make sound decisions.
- Mediate and negotiate construction contract terms.
- Plan financial and staffing needs.
- Understand, interpret, and apply laws, rules, regulations, policies, procedures, contracts, budgets, and labor/management agreements.
- Maintain accurate records.
- Prepare comprehensive reports and correspondence.
- Work effectively with others within SANBAG and other agencies.

**Minimum Requirements:**

**Education:** Bachelors Degree in Civil Engineering or related discipline.

**Experience:** 10 years of experience in the field of major freeway/highway project construction with at least four years of experience serving as a Resident Engineer or higher level on major freeway/highway construction contracts.

**Certifications:** A licensed Professional Engineer is desirable.

**Substitution:** A Master's degree in a related field may substitute for 2 years of experience. A Professional Engineer license and an additional 10 years of experience may substitute for a Bachelors degree in Civil Engineering.

**Physical Demands:** Mobility, strength, and vision to walk through construction sites and perform inspections. Ability to drive an automobile on rough terrain. Manual and automated entry of complex and lengthy numerical and data items. Ability to converse and respond in forums and meetings. Strength, dexterity, coordination, and vision to use keyboard and video display terminal. Reading long reports. Occasional lifting of items weighing up to 25 pounds, such as files, boxes, and stacks of paper. Moving from place to place within the office and community. Reaching for items above and below desk level. Dexterity in handling files and single sheets of paper, and the ability to sit for long periods of time.

**Forward Application to:**

San Bernardino Associated Governments  
Attn: Terri Miyamoto  
1170 W. 3<sup>rd</sup> Street, 2<sup>nd</sup> Floor  
San Bernardino, CA 92410-1715

Visit SANBAG at <http://www.sanbag.ca.gov>

**“An equal opportunity employer.”**